

**District IV Citizen Review Panel Meeting**  
**Central District Health Department 707 N. Armstrong Place, Boise, Idaho**  
**Tuesday, June 4, 2019 ~ 4:00 PM – 6:00 PM**

**Panel Members:** Nicole Noltensmeyer, Kym Nilsen, Darcie Bobrowski, Teri Murrison

**Staff:** Alexis Pickering (Central District Health Department), Andie Blackwood (Idaho Department of Health and Welfare)

**Guests:** Shannon Pearson

**Introductions:** Darcie led the group through introductions.

**Citizen Review Panel Meeting Call to Order**

Darcie Bobrowski, Panel Vice-Chair, called to order the District IV Citizen Review Panel meeting at 4:01 PM.

**Consent Agenda for May 7, 2019**

Quorum was not met and was tabled until Nicole joined the call at 5:00pm. No questions, edits, or comments were made on the agenda or the minutes.

**Motion:** Once Nicole joined the call at 5:00, Teri moved and Kym seconded to approve the consent agenda; all were in favor.

**Welcome Shannon**

Darcie led the group introductions and members provided their own experience and passion for joining the Panel. Shannon gave the group a little more information about herself. There was a discussion around how long it generally takes for a person to adopt an older child and more background on Families First.

**Quarterly State CRP Call Update**

Darcie and Jaime Aanensen (CDHD staff) and all seven regions were on the call. There was some discussion of whether or not to do another eCabinet training. District 5 is the only one who doesn't have access. There was a general theme of trouble with eCabinet documents not being filed correctly or missing. District 2 suggested a spreadsheet for each quarter report as it will be easier to extract information for the legislative report process. Several Panels have seen some attrition. There was a consensus of observations that cases were going on past 18 months mainly due to the judge(s). District 1 is the only one that didn't agree. People are concerned about how the system get past issues with the parents such as drug abuse, incarceration, etc. Darcie offered to host a conference call opportunity to other panels when a good speaker is attending a CRP meeting so other regions can listen in. Darcie will send the minutes with the group as soon as she gets them.

**Panel Member Onboarding**

Alexis provided an update on the onboarding process for Shannon. Shannon got fingerprinted last week.

**Term Start Date: 1/1/2019 versus 7/1/2018**

None of the Panel members had a preference. Alexis explained that having a January 1, 2019 start date would allow time for new and old members to transition into leadership positions such as Chair or Secretary versus having to elect new leadership and have new panel members in the same month (July).

**Motion:** Teri made a motion to approve a 1/1/2019 start date and Kym seconded. No further discussion; all in favor, motion carried.

**Panel Legislative Report**

Alexis presented the Quarterly report template that was proposed in the CRP Quarterly Call and the information that she needs to complete the report.

Alexis is going to send the report out to the Panel with a deadline of feedback for COB on Monday, June 10, 2019. Alexis will add the Q3 Report to the July agenda so they can complete and turn it in on time for July 15 deadline.

**Reschedule July Meeting?**

Darcie asked the group who would be able to attend the scheduled July 2, 2019 meeting. Everyone excluding Darcie and Andie is available so the meeting will remain scheduled for July 2, 2019.

**Executive Session**

Shannon was excused from the meeting. Darcie called for a motion to go into Executive Session at 5:15 PM. Teri moved that the Panel go into Executive Session under Idaho Statute 74-206 (1)(d) to review records exempt from public disclosure; seconded by Kym; confirmed by roll call: Bobrowski, aye; Murrison, aye; Nilsen, aye; Noltensmeyer, aye.

At 6:10 PM, the Panel returned to regular session.

**Adjournment:** Teri made a motion to adjourn the meeting and Kym seconded. No further business was brought before the Panel; all in favor, meeting adjourned at 6:11 PM.

Minutes prepared by Alexis Pickering